



July 27th, 2006

TO: Transportation Authority of Marin Commissioners

FROM: Steve Kinsey, Chair

RE: Addendum to Agreement with Local Government Services (LGS), for extension of Executive Director's contract, Agenda Item 6e

Dear Fellow Commissioners:

**Executive Summary**

The contract that TAM has with LGS, dated July 25<sup>th</sup>, 2005, for the hiring of our Executive Director, Dianne Steinhauser, had a one year term for her employment, from August 24<sup>th</sup>, 2005, until August 24<sup>th</sup>, 2006, with an option for up to (two) one-year extensions. In order to retain the services of our ED, the TAM Board needs to extend the terms of the agreement with LGS.

In order to allow us time to conduct an evaluation of the Executive Director's performance later this Fall, it is my recommendation at this time to extend the contract by up to 4 months only, until December 24<sup>th</sup>, 2006, whereupon we can add any updated information to the contract as appropriate.

**Recommendation: As allowed under Section 2. of Terms and Conditions in the contract between the Transportation Authority of Marin and Local Government Services dated July 25<sup>th</sup>, 2005, the TAM Board authorizes the extension of the period of employment of the TAM Executive Director by 4 months, to December 24, 2006. It is the intent of the TAM Board that on or before December 24<sup>th</sup> 2006, they shall pursue any necessary changes to the agreement following a performance evaluation of the Executive Director.**